



# AMERICAN EMBASSY



## CHAUFFEUR (Male/Female)

(BASED IN IRANAWILA)

The US Embassy is seeking candidates for the Chauffeur position at the International Broadcasting Bureau Transmitting Station at Iranawila, Chilaw. As our Chauffeur you will be responsible for safe driving and routine preventative maintenance of vehicles.

Do you have a thorough knowledge of local traffic laws and area traffic patterns, location of important public offices and buildings, major highways and routes? Do you have at least a limited working knowledge of spoken and written English? If the answer is 'Yes' and you also meet the below mentioned qualifications, then you may be the person we are looking for!

**Please send us your detailed CV along with a cover page containing the following questions & your answers:**

1.Position Title, 2. First, Middle, & Last Names as well as any other names used, 3. Current Address; Day, Evening, and Cell phone numbers, 4. E-mail address, 5. National Identity Card Number, 6. List any relatives or members of your household that work for the U.S. Government (Name, Relationship, Position, and Location), 7. Are you between ages 18-60? (Y/N), 8.Have you studied up to G.C.E (O/L)? (Y/N, if 'Y', Stating date, Ending date and Results ), 9. Do you have three years chauffeur or other appropriate driving experience in a reputed organization? (Y/N-If 'Y', state employer, position title, years/months of employment in each position & summary of duties), 10. Do you have a valid class "D" (formerly class "A") Heavy vehicles license (Y/N, if 'Y', submit a copy of the license) 11. Your current monthly take-home salary?

**Applications without cover page may not be considered**

**Also, if your answer is 'No' to questions 7, 8 and 9 your application will not be considered.**

The monthly take-home salary for this position will be Rs.50,652/-

Your application should reach us on or before May 26, 2015, by post at P.O. Box 106, Colombo, or by e-mail at [Colombohr@state.gov](mailto:Colombohr@state.gov). Please state "Chauffeur" on the top left-hand corner of the envelope or in the subject line of your e-mail. Please note that only shortlisted candidates will be contacted.

The U.S. Embassy is an Equal Opportunity Employer-visit: <http://srilanka.usembassy.gov/>